

Utah State Division of Risk Management

2008 Self Inspection Survey

To Our Surveyors

- The State Division of Risk Management and your local Risk Coordinator would like to present to you the “2008 Self Inspection Survey”.
- This training will give you the tools to conduct the self-inspection survey.
- We would like to thank you for your participation.

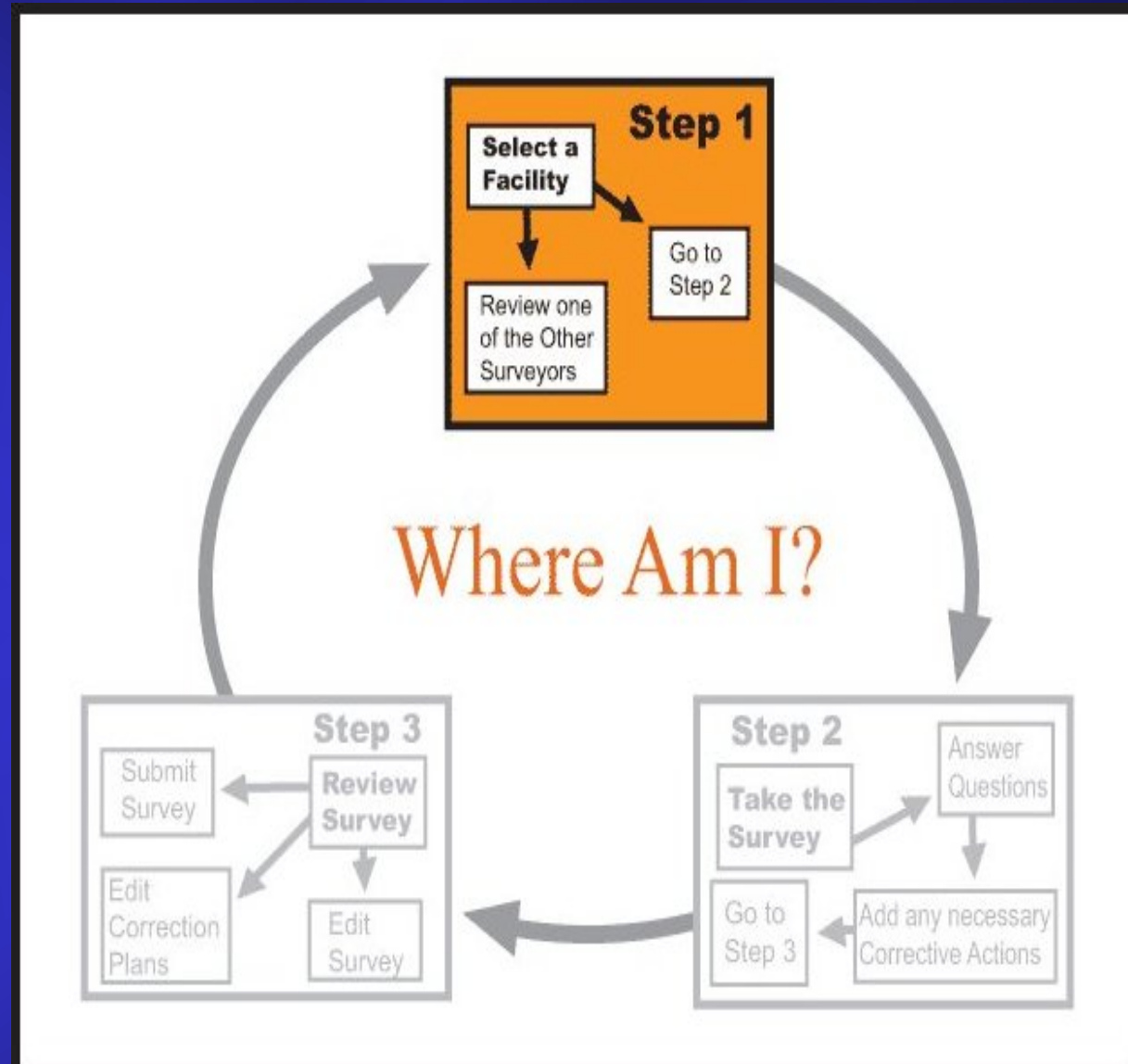


Your Purpose

- Claim history, our loss control specialist surveys, and this annual self-inspection survey are some of the tools we use to see the liability and potential loss that your agency faces.
- This survey will now establish trends from you, the surveyor's perspective. An honest and accurate survey will
 - Generate change.
 - Give record of the problems that plague our facilities.
 - Eliminate the most hazardous problems by setting an order of priority.
- Your findings will validate commonly know conditions, detail current needs and allow for open discussion to gain resolution.

Features

- One feature is the “Where Am I” box. If at any time you question where you are In the survey you can click on this box and it will show the sequence of steps and where you are in the process.



Email Your Coordinator Feature

- If questions or concerns arise during your inspection, the Email Coordinator function can be utilized. An email screen will appear addressed directly to your coordinator.



Surveyor Steps

- 1 Select Facility
- 2 Take a Survey
- 3 Review Survey
- 4 Confirmation

FAQs

Risk Management Self Inspection Facility Survey

Robert Sandoval

Step 1: Select a Facility

Where Am I?

Email Coordinator

GRAMES



Welcome Robert Sandoval

Your Coordinator is:

WARREN GRAMES

Organization: UDOT

Phone Number: 801-965-4272

Email: WGRAMES@UTAH.GOV

Your Facility(s)

Facility(s) Assigned	Surveyor(s) Assigned	Survey Status
<input type="radio"/> 9- Stall Repair Shop	Robert Sandoval	9 / 118
<input type="radio"/> Aircraft Hangers, S.L. Airport	Robert Sandoval	0 / 153
<input type="radio"/> Bluffdale/Maintenance Station	Robert Sandoval	0 / 135

Options

Go to Step 2: To Select a Facility, click on radio button next to the Facility's name in the table and click on the "Go to Step 2" button.

Note: To Review Other Surveyors Assigned, Click on a Surveyor Name in the table and the Surveyor information will pop up.

Edit Correction Actions: Select a Facility, click on radio button next to the Facility's name in the table and click on the "Edit Corrective Actions" button.

Clear: Clear the selections that you have made.

Cancel: Return to the Login page.

Exit: Click the "Exit" button below to exit this program.

Go to Step 2

Edit Corrective Actions

Clear

Cancel

Exit

Features (continued)



On the left hand side of each survey page there are two helpful tools

- FAQ - Frequently asked questions are a problem solving tool that will be available for both coordinators and surveyors.
- Print Blank Survey – Will allow you to print a survey of this facility if you need to conduct a walk through inspection.

Surveyor Training Program

- The following slides are a step by step presentation of the actual slides as they appear on the Self Inspection Survey.

On the internet go to the
RISK MANAGEMENT HOME PAGE
at www.risk.utah.gov

Click on Self Inspection Survey

ADMINISTRATIVE SERVICES



RISK MANAGEMENT

Roger Livingston
Director

Stephen Hewlett
Assistant Director

[Meet the Staff](#)

Main Office:
801-538-9560

5120 State Office Bldg
Salt Lake City, UT 84114

Fax: (801) 538-9597

[Organization Chart](#)

[Employees](#)

our mission:

To protect State assets, to promote safety, and to control against property, liability and auto losses.



[Claims](#)



[Risk Guidance](#)



[Forms](#)

[Recent State and Federal Decisions](#)

[Governmental Immunity Act](#)



[Loss Control](#)



[Rates](#)



[FAQs](#)



[Statute](#)



[Training](#)



[Facility Self-Inspection Survey](#)

[Request for Certificate of Insurance](#)

How To

Report an accident/claim involving a state vehicle or if a state agency may be involved

If you as a state agency or employee have notified you may be sued

Report an injury involving a state employee

Request insurance for a charter school

Safety Brain Teaser #11

What's wrong in this picture?



[Past Safety Brain Teasers](#)

News Links

December 18, 2007 Managing Human Resource Liability Semi-annual Symposium
Watch the Flameout Video
Building Survey
Key Risk Related Websites

Options

Coordinators Log in

Surveyors Log in

Frequently Asked
Questions

Training

Click on the Surveyor's Log
In option and you will be
taken to the Login Page



Surveyor Home Page

- Welcome letter to the surveyor.
- To continue click [Go to Login](#)

Risk Management Self Inspection Facility Survey

Surveyor

A Message from Risk Management

The activities and exposures of the clients we serve continue to be varied and unique. Risk Management welcomes the opportunity to focus training on the unique problems and issues of individual clients. Attached is a list of Risk Management training programs that can be individualized for each client. We also continue to sponsor quarterly seminars about relevant topics, court decisions, laws and other risk issues of general interest. We welcome your suggestions for topics to be covered in the quarterly training seminars. Generally the quarterly training seminars are held on the 2nd Tuesday of the 3rd month of each quarter in the State Office Building Auditorium located just north of the State Capitol.

The self-inspection survey is an annual report that is due to Risk Management on May 1, 2006. Final Submission of the Survey will qualify your entity for the premium credit. For your convenience, summary reports are attached. The criteria for premium credits are as follows for FY 2006:

1. 10% credit will be given for completion and submission of the self- inspection survey summary report by May 1, 2006.
2. 5% credit will be given for having 4 or more Risk Control Committee meetings and submitting the minutes during FY 2005-06.

We are striving to better meet your needs and help you reduce the number and cost of losses to your entity and employees.

Sincerely,

Alan Edwards
State Risk Manager

[Go to Login](#)

[Exit](#)

Surveyor Log in

- Your surveyor information has already been submitted by your coordinator.
- To enter or re-enter the survey, a surveyor only needs to enter their email address.
- To continue click Login

Risk Management Self Inspection Facility Survey

Surveyor

Login

*Email Address:

Options

Login: Enter your email and click on the "Login" button.

Clear: Clear the "Email Address" field.

Cancel: Return to the Login page.

Exit: Click the "Exit" button below to exit this program.

Login

Clear

Cancel

Exit

Select Facility Page

- Facilities have already been assigned to you by your coordinator.
- Click the radio button on the facility you would like to inspect.
- To continue Click [Go to Step 2](#)

Welcome Robert Sandoval

Your Coordinator is:

WARREN GRAMES
Organization: UDOT
Phone Number: 801-965-4272
Email: WGRAMES@UTAH.GOV

Your Facility(s)

Facility(s) Assigned	Surveyor(s) Assigned	Survey Status
<input checked="" type="radio"/> 9-Stall Repair Shop	Robert Sandoval	0 / 118
<input type="radio"/> Aircraft Hangers, S.L. Airport	Robert Sandoval	0 / 153
<input type="radio"/> Bluffdale/Maintenance Station	Robert Sandoval	0 / 135

Options

Go to Step 2: To Select a Facility, click on radio button next to the Facility's name in the table and click on the "Go to Step 2" button.

Note: To Review Other Surveyors Assigned, Click on a Surveyor Name in the table and the Surveyor information will pop up.

Edit Correction Actions: Select a Facility, click on radio button next to the Facility's name in the table and click on the "Edit Corrective Actions" button.

Clear: Clear the selections that you have made.

Cancel: Return to the Login page.

Exit: Click the "Exit" button below to exit this program.

Go to Step 2

Edit Corrective Actions

Clear

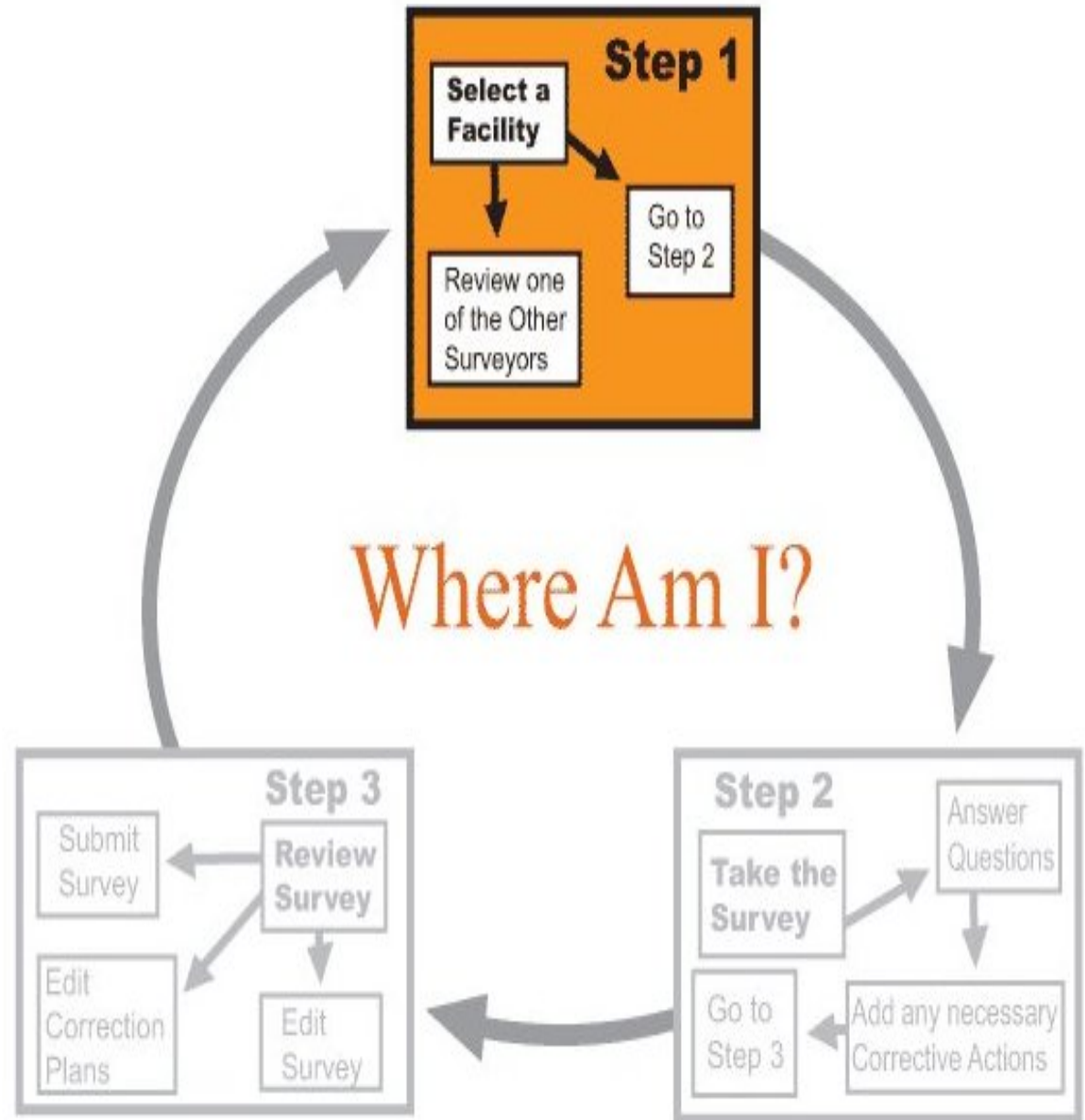
Cancel

Exit

Where Am I?

Step 1

- You have completed step 1.
- You are now ready to move on the step 2



Surveyor Take a Survey

- All of the questions to one of the inspectable area appears.
- Answer yes, no or does not apply to this facility (N/A) to each question.
- For more explanation or training on the subject click the question mark icon.

Inspection Information

Organization Name: UDOT

Facility Number: 549

Facility Name: 9-Stall Repair Shop

Address: 708 S 100 W

City: Richfield

Zip:

[General Instructions >>](#)


[Your Assigned Questions >>](#)



[All Surveyor Questions for this Facility >>](#)







[Display Corrective Actions in PDF format >>](#)

[Review Summary >>](#)

General

Click  to get an explanation.

- | | | | |
|---|---|--|---|
| 1 | <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A | Are "Warning" signs placed around wet floor areas? |  |
| 2 | <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A | Are entrance way floor mats used during periods of inclement weather? |  |
| 3 | <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A | Are all floor coverings firmly attached?

It is important to keep all floor coverings in place in order to reduce the tripping and/or falling potential. Floor mats should have a non-slip surface on the underside to help meet this requirement. |  |
| 4 | <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A | Are all floor and stairway surfaces in good repair and free of obstructions to traffic flow? |  |
| 5 | <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A | Are appropriate handrails provided on stairways? |  |
| 6 | <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A | Is the building parking lot area free of trip and fall hazards? |  |
| 7 | <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A | Are the sidewalks next to the building free of trip and fall hazards, due to raised edges caused by continuous freeze/thaw cycles or tree roots? |  |
| 8 | <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A | Are walkways, stairs and outside parking lot areas promptly cleared of snow |  |

Select No Button


- If you discover a problem in your facility that would require a “NO” answer, click on the no radio button.
- A corrective action worksheet will appear without prompt.



Inspection Information







Organization Name: UDOT
Facility Number: 549
Facility Name: 9-Stall Repair Shop
Address: 708 S 100 W
City: Richfield
Zip:

[General Instructions >>](#)
[Your Assigned Questions >>](#)
[All Surveyor Questions for this Facility >>](#)
[Display Corrective Actions in PDF format >>](#)
[Review Summary >>](#)

General

Click  to get an explanation.

- | | | | |
|---|---|--|---|
| 1 | <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A | Are "Warning" signs placed around wet floor areas? |  |
| 2 | <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A | Are entrance way floor mats used during periods of inclement weather? |  |
| 3 | <input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> N/A | Are all floor coverings firmly attached?

It is important to keep all floor coverings in place in order to reduce the tripping and/or falling potential. Floor mats should have a non-slip surface on the underside to help meet this requirement. |  |
| 4 | <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A | Are all floor and stairway surfaces in good repair and free of obstructions to traffic flow? |  |
| 5 | <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A | Are appropriate handrails provided on stairways? |  |
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| 8 | <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A | Are walkways, stairs and outside parking lot areas promptly cleared of snow |  |

Corrective Action Work Sheet

- The question marked “NO” appears at the top of the worksheet.
- Identify the problem
- List the action required to resolve the issue.
- List the responsible person assigned.
- Estimate a reasonable completion date.
- Click Save to continue

Instructions

Fill out the information below and click on the Save button. A red asterisk (*) indicates a required field.

Corrective Action

3 - Are all floor coverings firmly attached? ?

* Problem:

We have loose floor boards

* Action:

We will buy a hammer and nail

* Person Responsible

* First Name: John

* Last Name: Whoo

* Estimated Completion Date: 12/27/2007 (MM/DD/YYYY)

Actual Completion Date: (MM/DD/YYYY)

Organization Work Order (optional):

Save

Clear

Close

Select Completion Date

- Select a date that will allow a reasonable time period to correct the identified problem.
- Day, Month and Year should be selected.
- If the problem will go into the next year(s), identify this for future reference by other surveyors.

Pick date - Windows In...

http://risksurvey.at.utah.gov/date_picker/

« 2007 »

Jan	Feb	Mar	Apr	May	Jun	
Jul	Aug	Sep	Oct	Nov	Dec	
Su	Mo	Tu	We	Th	Fr	Sa
25	26	27	28	29	30	01
02	03	04	05	06	07	08
09	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	01	02	03	04	05

12/27/2007

confirm clear date

Internet 100%

Confirm Completion Date

- Click the *Confirm* icon to confirm your selected date.
- The date you choose will appear in the box on the corrective action work sheet.

Pick date - Windows In...

http://risksurvey.at.utah.gov/date_picker/

« 2007 »

Jan	Feb	Mar	Apr	May	Jun	
Jul	Aug	Sep	Oct	Nov	Dec	
Su	Mo	Tu	We	Th	Fr	Sa
25	26	27	28	29	30	01
02	03	04	05	06	07	08
09	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	01	02	03	04	05

12/27/2007

confirm clear date

Internet 100%

Click to Save Survey

- When all questions have been answered click Save
- This will take you back to the Survey Page
- You can review or move on to the next inspectable area you are assigned.


39	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Is emergency lighting provided and maintained in areas where a power outage could result in injury?	?
40	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Are items stored or situated in such a manner as to prevent them from collapsing or falling over?	?
41	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Is storage kept on pallets or shelves in order to minimize water damage?	?
42	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Are your boiler, mechanical, computer, and electrical equipment rooms kept free from combustible storage?	?
43	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Are all exterior waste dumpsters or containers with an individual capacity of 1.5 cubic yards (40.5) cubic feet) or greater, located at least 20 feet from combustible buildings or wall openings?	?
44	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Are dry grasses, weeds, and other combustible materials removed from the immediate perimeter of your building?	?
45	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Are "minor injury" first aid medical supplies provided to your employees?	?
46	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Have procedures been formulated for the notification of next-of-kin in the event a building occupant is seriously ill or injured?	?
47	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Are all employees who may come in contact with blood or other body fluids protected and trained, as required by OSHA's Blood-borne Pathogens standard, 29 CFR 1910.1030?	?
48	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Are all employees who may come in contact with hazardous materials trained per the OSHA Hazard Communication standard, 29 CFR 1910.1200?	?

Options

Note: Select a question(s) radio button to answer the question. A "No" selection will pop up a "Corrective Action" form to be filled out.
Save: Click the Save Button to save the answers you have selected.
Save and Review: Click the Save and Review Button to save the answers you have selected and take you to the Survey Review page.
Clear: Clear the selections that you have made.
Cancel: Return to the Login page.
Exit: Click the "Exit" button below to exit this program.

Results Shown at Left

- The total number of questions and number answered for each section are listed.
- Inspectable areas you are assigned are in blue.
- Required sections not assigned to you are grey
- You can go to any inspectable area by clicking on the area in the left column



RISK MANAGEMENT

Surveyor Steps

1 Select Facility

2 Take a Survey

3 Review Survey

4 Confirmation

Survey Status

[General](#)
9 / 47

Maintenance Shops
0 / 71

[Print Blank Survey](#)

Inspection Information

Organization Name: UDOT
Facility Number: 549
Facility Name: 9-Stall Repair Shop
Address: 708 S 100 W
City: Richfield
Zip:

[General Instructions >>](#)
[Your Assigned Questions >>](#)
[All Surveyor Questions for this Facility >>](#)
[Display Corrective Actions in PDF format >>](#)
[Review Summary >>](#)

General

Click ? to get an explanation.

1	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Are "Warning" signs placed around wet floor areas?	?
2	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Are entrance way floor mats used during periods of inclement weather?	?
3	<input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> N/A	Are all floor coverings firmly attached?	?
4	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Are all floor and stairway surfaces in good repair and free of obstructions to traffic flow?	?
5	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Are appropriate handrails provided on stairways?	?
6	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Is the building parking lot area free of trip and fall hazards?	?
7	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Are the sidewalks next to the building free of trip and fall hazards, due to raised edges caused by continuous freeze/thaw cycles or tree roots?	?
8	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Are walkways, stairs and outside parking lot areas promptly cleared of snow and ice during periods of inclement weather?	?
9	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Are electrical receptacles located within 6 feet of a sink or in a wet and damp area protected by ground fault circuit interrupter (GFCI) outlets?	?

Save and Review Work

- This button will save the questions that have been answered, and review the “NO” answers. A list of the corrective actions will appear.
- Click on this button when all inspection areas have been completed

39	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Is emergency lighting provided and maintained in areas where a power outage could result in injury?	?
40	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Are items stored or situated in such a manner as to prevent them from collapsing or falling over?	?
41	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Is storage kept on pallets or shelves in order to minimize water damage?	?
42	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Are your boiler, mechanical, computer, and electrical equipment rooms kept free from combustible storage?	?
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44	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Are dry grasses, weeds, and other combustible materials removed from the immediate perimeter of your building?	?
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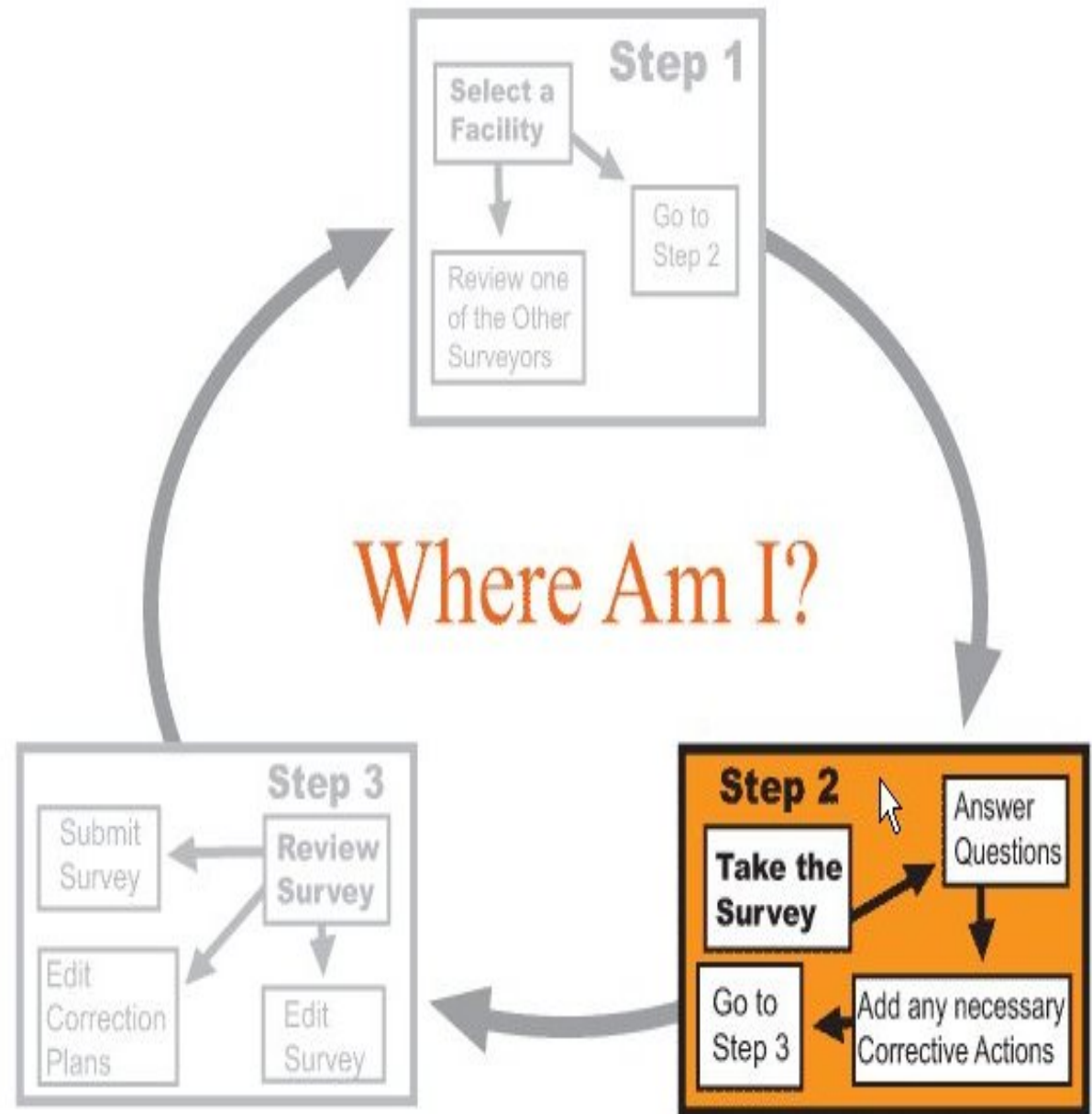
Options

Note: Select a question(s) radio button to answer the question. A "No" selection will pop up a "Corrective Action" form to be filled out.
Save: Click the Save Button to save the answers you have selected.
Save and Review: Click the Save and Review Button to save the answers you have selected and take you to the Survey Review page.
Clear: Clear the selections that you have made.
Cancel: Return to the Login page.
Exit: Click the "Exit" button below to exit this program.

Where Am I?


Step 2

- You have now completed step 2, Take the Survey. You will now move on to step 3.



Review Status and Corrective Action

- The corrective action list can be edited from this page.
- Get contact information regarding other surveyors for this facility.
- Select another inspection area in this building
- Go to step one and select another facility.

**RISK MANAGEMENT**

Surveyor Steps

- 1 Select Facility
- 2 Take a Survey
- 3 Review Survey**
- 4 Confirmation

FAQs

Survey Status

General
9 / 47

Maintenance Shops
0 / 71

Print Blank Survey

Robert Sandoval
Step 3: Review Survey

Inspection Information

Organization Name: UDOT
Facility Number: 549
Facility Name: 9-Store Repair Shop
Address: 708 S 100 W
City: Richfield
Zip:

General Instructions >>
Display questions in PDF format >>
Display Corrective Actions in PDF format >>

Survey Sections

Survey Inspectable Area(s)	Surveyor(s)	Status
General	Robert Sandoval	9 / 47
Maintenance Shops	Robert Sandoval	0 / 71

Corrective Actions

Edit3

Inspectable Area: General
Question: Are all floor coverings firmly attached?
Problem: We have loose floor boards
Action: We will buy a hammer and nail
Estimated Completion Date: 27-DEC-07
Actual Completion Date:

Options

All of the questions for this facility have not yet been answered.

Note: To Review Other Surveyors Assigned, Click on a Surveyor Name in the table and the Surveyor information will pop up.
Edit: Click on the Edit text link next to the Corrective Action to review and / or change.
Go to Step 1: Click "Go To Step 1" to select another facility.
Cancel: Return to the Login page.
Exit: Click the "Exit" button below to exit this program.

Start Another Survey

- When all inspectable areas have been completed for this facility, click on **Go To Step 1**
- You will find a list of your assigned buildings.
- Chose another facility and start a new survey.

4 Confirmation

FAQs

Survey Status

General
9 / 47

Maintenance Shops
0 / 71

Print Blank Survey

City: Richfield
Zip:

General Instructions >>
Display questions in PDF format >>
Display Corrective Actions in PDF format >>

Survey Sections

Survey Inspectable Area(s)	Surveyor(s)	Status
General	Robert Sandoval	9 / 47
Maintenance Shops	Robert Sandoval	0 / 71

Corrective Actions

Edit3

Inspectable Area: General
Question: Are all floor coverings firmly attached?
Problem: We have loose floor boards
Action: We will buy a hammer and nail
Estimated Completion Date: 27-DEC-07
Actual Completion Date:

Options

All of the questions for this facility have not yet been answered.

Note: To Review Other Surveyors Assigned, Click on a Surveyor Name in the table and the Surveyor information will pop up.
Edit: Click on the Edit text link next to the Corrective Action to review and / or change.
Go to Step 1: Click "Go To Step 1" to select another facility.
Cancel: Return to the Login page.
Exit: Click the "Exit" button below to exit this program.


Go To Step 1

Cancel

Exit

Show Questions in PDF Format

- If you would like a hard copy of the questions to take with you on your survey click **Display questions in PDF format.**



RISK MANAGEMENT

Risk Management Self Inspection Facility Survey

Robert Sandoval

Step 3: Review Survey

Where Am I?
Email Coordinator
GRAMES

Surveyor Steps

- 1 Select Facility
- 2 Take a Survey
- 3 Review Survey
- 4 Confirmation

FAQs

Survey Status

General
9 / 47

Maintenance Shops
0 / 71

Print Blank Survey

Inspection Information

Organization Name: UDOT
Facility Number: 549
Facility Name: 9-Stall Repair Shop
Address: 708 S 100 W
City: Richfield
Zip:

General Instructions >>
Display questions in PDF format >>
Display Corrective Actions in PDF format >>

Survey Sections

Survey Inspectable Area(s)	Surveyor(s)	Status
General	Robert Sandoval	9 / 47
Maintenance Shops	Robert Sandoval	0 / 71

Corrective Actions

Edit	3	Inspectable Area: General
		Question: Are all floor coverings firmly attached? Problem: We have loose floor boards Action: We will buy a hammer and nail Estimated Completion Date: 27-DEC-07 Actual Completion Date:


Options

All of the questions for this facility have not yet been answered.

Surveyor Questions in PDF Format

- The PDF (Portable Document Format) is a condensed printer friendly version of the questions to use during your walk through inspection.
- The facility and inspection area appear on the document.

1 / 13 87.7% Sign Find



RISK MANAGEMENT

Risk Management Self Inspection Survey

Risk Survey Review

Organization	UDOT		
Facility Name:	9-Stall Repair Shop		
Facility Number:	549		
Address:	708 S 100 W	City:	Richfield

Inspection Area

General

1 Y

Are "Warning" signs placed around wet floor areas?

When the floor surface is wet for whatever reason, place "Warning" signs around the area to alert employees and patrons of the possible slip and fall hazard

2 Y

Are entrance way floor mats used during periods of inclement weather?

These mats are needed for wiping shoes and/or boots as people enter a building. Periodic cleaning of the mats is required during periods of inclement weather and heavy use.


3 N

Are all floor coverings firmly attached?

It is important to keep all floor coverings in place in order to reduce the tripping and/or falling potential. Floor mats should have a non-slip surface on the 8.50 x 11.00 in help meet this requirement.

Go to Next Set of Questions

- The list of areas for inspection will always appear on the left (shaded) area on the questions page.
- You can work on any portion of a list and come back at a future date.
- Click Save before closing the section to save answered questions.



RISK MANAGEMENT

Risk Management Self Inspection Facility Survey

Robert Sandoval

Step 2: Take Survey

Where Am I?
Email Coordinator
GRAMES

Surveyor Steps

- 1 Select Facility
- 2 Take a Survey
- 3 Review Survey
- 4 Confirmation

FAQs

Survey Status

General
47 / 47

[Maintenance Shops](#)
0 / 71

[Print Blank Survey](#)

Inspection Information

Organization Name: UDOT
Facility Number: 549
Facility Name: 9-Stall Repair Shop
Address: 708 S 100 W
City: Richfield
Zip:

General Instructions >>
Your Assigned Questions >>
All Surveyor Questions for this Facility >>
Display Corrective Actions in PDF format >>
Review Summary >>

General

Click ? to get an explanation.

1	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Are "Warning" signs placed around wet floor areas?	?
2	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Are entrance way floor mats used during periods of inclement weather?	?
3	<input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> N/A	Are all floor coverings firmly attached?	?
4	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Are all floor and stairway surfaces in good repair and free of obstructions to traffic flow?	?
5	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Are appropriate handrails provided on stairways?	?
6	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Is the building parking lot area free of trip and fall hazards?	?
7	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Are the sidewalks next to the building free of trip and fall hazards, due to raised edges caused by continuous freeze/thaw cycles or tree roots?	?
8	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Are walkways, stairs and outside parking lot areas promptly cleared of snow and ice during periods of inclement weather?	?
9	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Are electrical receptacles located within 6 feet of a sink or in a wet and damp area protected by ground fault circuit interrupter (GFCI) outlets?	?

View Your Corrective Needs

- At any time during a survey you can view and edit your corrective actions.
- When all questions have been answered, a thorough review should be completed.
- All changes should be completed at this time

Surveyor Steps

- 1 Select Facility
- 2 Take a Survey
- 3 Review Survey
- 4 Confirmation

FAQs

Welcome Robert Sandoval

Your Coordinator is:

WARREN GRAMES
Organization: UDOT
Phone Number: 801-965-4272
Email: WGRAMES@UTAH.GOV

Your Facility(s)

Facility(s) Assigned	Surveyor(s) Assigned	Survey Status
<input type="radio"/> 9-Stall Repair Shop	Robert Sandoval	9 / 118
<input type="radio"/> Aircraft Hangers, S.L. Airport	Robert Sandoval	0 / 153
<input type="radio"/> Bluffdale/Maintenance Station	Robert Sandoval	0 / 135

Options

Go to Step 2: To Select a Facility, click on radio button next to the Facility's name in the table and click on the "Go to Step 2" button.

Note: To Review Other Surveyors Assigned, Click on a Surveyor Name in the table and the Surveyor information will pop up.

Edit Correction Actions: Select a Facility, click on radio button next to the Facility's name in the table and click on the "Edit Corrective Actions" button.

Clear: Clear the selections that you have made.

Cancel: Return to the Login page.

Exit: Click the "Exit" button below to exit this program.

Go to Step 2

Edit Corrective Actions

Clear

Cancel

Exit

Questions Answered - Click Submit

- When all answers have been checked, reviewed and a copy saved for future reference, submit your survey to your coordinator.
- The submit button will not appear until all areas have been completed by all surveyors assigned to this facility.

2 Take a Survey

3 Review Survey

4 Confirmation

FAQs

Survey Status

General
47 / 47

Maintenance Shops
71 / 71

Print Blank Survey

Facility Number: 549

Facility Name: 9-Stall Repair Shop

Address: 708 S 100 W

City: Richfield

Zip:

General Instructions >>

Display questions in PDF format >>

Display Corrective Actions in PDF format >>

Survey Sections

Survey Inspectable Area(s)	Surveyor(s)	Status
General	Robert Sandoval	47 / 47
Maintenance Shops	Robert Sandoval	71 / 71

Corrective Actions

Edit

3

Inspectable Area: General
Question: Are all floor coverings firmly attached?
Problem: We have loose floor boards
Action: We will buy a hammer and nail
Estimated Completion Date: 27-DEC-07
Actual Completion Date:

Options

Submit: All of the questions for this survey have been answered. If you are finished with this survey, click the submit button. This will lock all questions from further editing. It will still be possible to edit corrective actions.
Select Another Facility: Click "Go To Step 1" to select another facility without submitting this survey.
Cancel: Return to the Login page.
Exit: Click the "Exit" button below to exit this program.

Submit

Go To Step 1

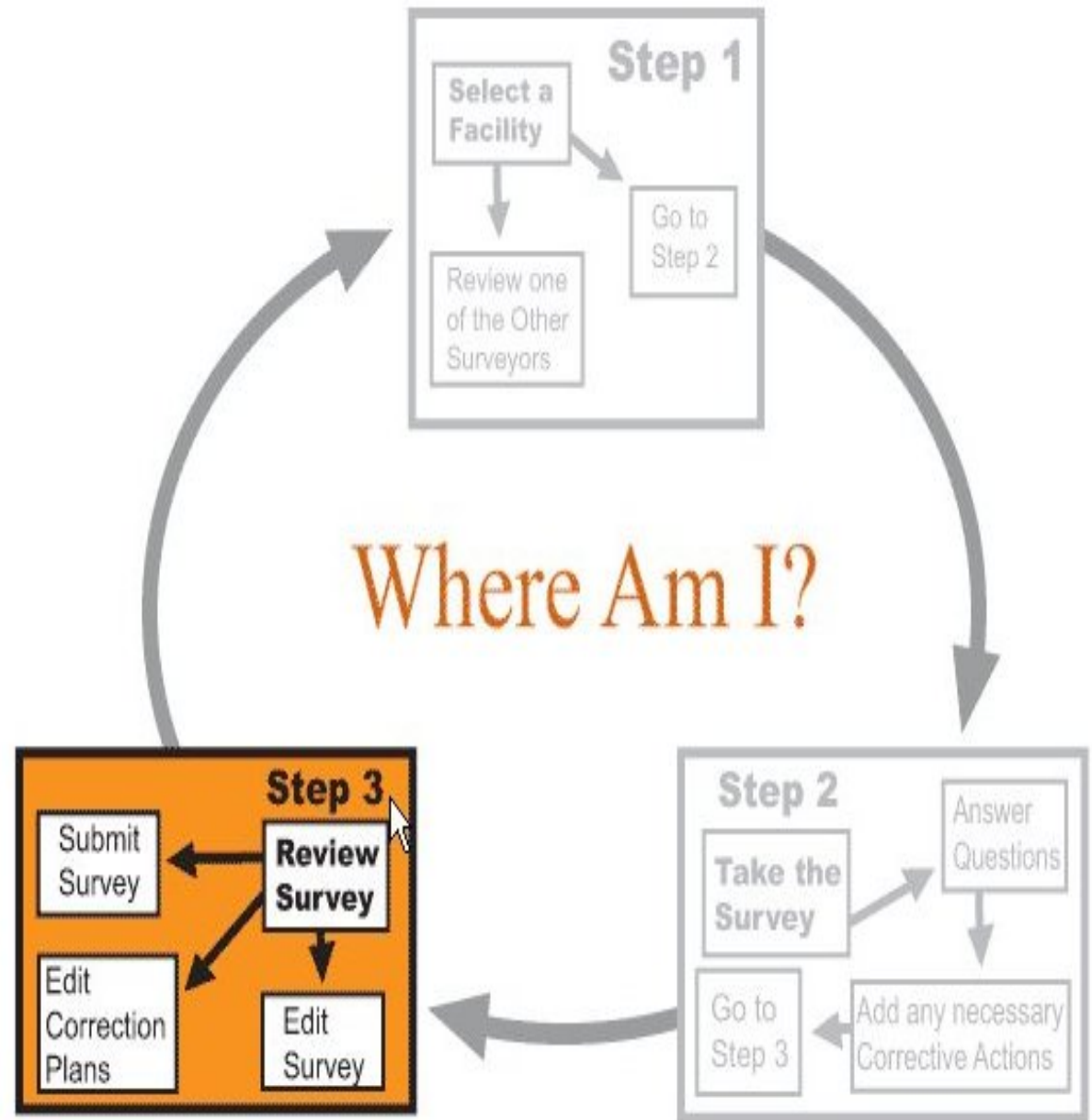
Cancel

Exit

Where Am I?

Step 3

- You have now completed step 3. Move on the step 4, Submit the Survey.



All Questions Answered Locked

- After a survey has been submitted to the coordinator, it is locked to further access by surveyors.
- If the survey has been locked and you wish to change the information, contact the coordinator via the email icon and request the survey be unlocked.



Surveyor Steps

- 1 Select Facility
- 2 Take a Survey
- 3 Review Survey
- 4 Confirmation

FAQs

Survey Status

General
Locked

Maintenance Shops
Locked

Print Blank Survey

Risk Management Self Inspection Facility Survey

Robert Sandoval

Step 3: Submit Survey

Where Am I?

Email Coordinator
GRAMES

Inspection Information

Organization Name: UDOT
Facility Number: 549
Facility Name: 9-Stall Repair Shop
Address: 708 S 100 W
City: Richfield
Zip:

Thank You

The survey for UDOT is complete and has been submitted.

Print: If you would like a PDF copy of your completed survey, click on the "Print" button.

Select Another Facility: Click the "Go To Step 1" button to select another Facility.

Cancel: Return to the Login Page.

Exit: Click the "Exit" button below to this program.

Note: If you need to edit this survey, contact your coordinator.

WARREN GRAMES 801-965-4272 WGRAMES@UTAH.GOV

Print

Go To Step 1

Cancel

Exit

Thank You Again For Your Participation In The 2008 Self Inspection Survey Program

- All of the information you will submit will be kept in strict confidence by Risk Management. The data will be used to identify trends, generate and develop more appropriate training, and to research better methods process and procedures for safety management within all state agencies, school districts and charter schools.